

STATE OF NEW JERSEY  
DEPARTMENT OF CHILDREN AND FAMILIES  
**OFFICE OF LICENSING/ INSPECTION/VIOLETION REPORT**

<b>Center Name:</b> Divine Direction Learning Center	<b>Center ID#:</b> 130500183	<b>County:</b> Essex
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<b>Address:</b> 219-233 Orange Ave.	<b>City:</b> Irvington	<b>Zip Code:</b> 07111	<b>Email:</b>
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<b>Phone:</b> 908-884-3642	<b>Fax:</b>	<b>Initial Inspection:</b> 4/14/2016	<b>License Status:</b> R 7/1/2016 T 7/1/2017
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Due Date(s):*	4/28/2016	5/19/2016	6/27/2016	8/1/2016	8/29/2016	9/5/2016
Date(s) Reinspection:	5/5/2016	5/25/2016	7/1/2016	8/15/2016	8/22/2016	9/22/2016
Due Date(s):*	10/24/2016	12/14/2016	12/13/2016	12/30/2016	2/6/2017	3/13/2017
Date(s) Reinspection:	11/14/2016	11/29/2016	12/16/2016	1/23/2017	2/27/2017	3/20/2017
Due Date(s):*	4/20/2017					
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Due Date(s):*						
Date(s) Reinspection:						

**Center is in compliance with requirements as of:** \*Reinspection occurs on or soon after due date

Complaint # 355 4/14/2016, Violations # 5,18.66,67,68,70,148,165 transferred from 10/22/2014 Monitoring. Complaint # 796 8/22/2016. Complaint # 1157 12/16/16

Renewal ☒ Initial ☐ Monitor ☐ Increase ☐ Age Change ☐ Relocation ☐ New Sponsor ☐ Space Evaluation ☐

Complaint # 355, 796,1157

<b>Date Cited</b> M/D/Year	<b>Date Abated</b> M/D/Year	Based on a inspection(s) conducted by the Office of Licensing (OOL) the above date(s), the center needs to take the following actions in order to come into compliance with the MANUAL OF REQUIREMENTS FOR CHILD CARE CENTERS (N.J.A.C. 10:122):
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**Supervision, Staff/Child Ratios & Space**

		<input type="checkbox"/> 1. Provide 2 staff to work with the children: when 6 or more children are present; on any field trip, outing, or special event away from the center regardless of transportation; or with more than 12 school-age children on walks.
		<input type="checkbox"/> 2. Provide immediate access to 1 additional adult for the school-age program when it is permitted to operate with only 1 staff member present.
5/5/2016	5/25/2016	<input checked="" type="checkbox"/> 3. Ensure that children are supervised by a staff member at all times.

Notes: Recited on pg. 10

11/29/2016	12/16/2016	<input checked="" type="checkbox"/> 4. Develop and implement a method to keep track of all the children, including at off-site locations.
3/29/2016	5/5/2016	<input checked="" type="checkbox"/> 5. Maintain required staff to meet ratios: when children are awake; sleeping; on premises during naptime.

Notes: Recited 11/29/16. See pg. 10.

		<input type="checkbox"/> 6. Ensure that staff meet minimum age requirements and those below 18 years old and new staff who have not completed orientation are directly supervised by staff at least 18 years old.
		<input type="checkbox"/> 7. Limit group size to 12 infants (under 18 months), 20 children for early childhood or 30 children for school-age
		<input type="checkbox"/> 8. Cease caring for children below 2 ½ years of age.
		<input type="checkbox"/> 9. Provide care for no more than 5 children below 2 ½ years of age if center has an E (Educational) Use Certificate of Occupancy (C.O.) issued prior to 11/5/03.
4/14/2016	5/5/2016	<input checked="" type="checkbox"/> 10. Assign a primary caregiver for group of 4 infants and 6 toddlers.
		<input type="checkbox"/> 11. Post the center's license in a prominent location in each building.
4/14/2016	5/25/2016	<input checked="" type="checkbox"/> 12. Operate within the center's licensed capacity and within each room's capacity.

Note: If number is checked, see attachment page(s) for clarification.

Notes:		
		<input type="checkbox"/> 13. Identify and maintain space requirements for all rooms approved by the OOL for children's use; make unapproved space inaccessible to children.
		<input type="checkbox"/> 14. Ensure the children's health, safety and well-being.
Notes:		
<i>Activities &amp; Discipline</i>		
4/14/2016	11/14/2016	<input type="checkbox"/> 15. Ensure that staff interact with children and provide children with: free choice of materials; a mixture of active and quiet experiences; a mixture of staff-directed and child-selected activities.
4/14/2016	11/14/2016	<input checked="" type="checkbox"/> 16. Provide a sufficient variety of age-appropriate activities.
4/14/2016	11/14/2016	<input checked="" type="checkbox"/> 17. Provide age-appropriate time frames for each activity.
3/29/2016	3/20/2017	<input checked="" type="checkbox"/> 18. Provide enough supplies, furniture and equipment for the required activities.
		<input type="checkbox"/> 19. Plan and implement opportunities for school-age children's involvement in activity planning.
		<input type="checkbox"/> 20. Take children outdoors daily.
4/14/2016	11/14/2016	<input checked="" type="checkbox"/> 21. Provide daily structured and unstructured indoor and outdoor energetic physical activity that promotes coordination and movement skills: 30 minutes for children in care less than 4 hours; 60 minutes for children in care more than 4 hours. Avoid inactivity for more than 30 minutes unless eating or sleeping.
4/14/2016	11/14/2016	<input type="checkbox"/> 22. Develop policies/plans for use of TV/computer/video by children: under 2 years; over 2 years; with special needs; in care less than 4 hours; in care more than 4 hours.
4/14/2016	8/22/2016	<input type="checkbox"/> 23. Ensure use of TV/computer/video is educational/instructional and age/developmentally appropriate, and not used as a substitute for planned activities or for passive viewing.
4/14/2016	8/22/2016	<input type="checkbox"/> 24. Significantly limit the use of TV/computer/video for children under the age of 2.
		<input type="checkbox"/> 25. Prepare and post a written discipline policy including acceptable actions that staff members may take.
		<input type="checkbox"/> 26. Use positive methods of guidance and discipline consistent with children's age and developmental needs: prohibit corporal and/or emotional punishment.
Notes:		
		<input type="checkbox"/> 27. Ensure staff do not withhold active play times as a means of discipline unless a child's actions or behavior present a danger to themselves or others.
		<input type="checkbox"/> 28. Ensure that school-age children participate in the development of discipline rules or are made aware the discipline rules.
<i>Nutrition &amp; Rest</i>		
4/14/2016	11/14/2016	<input type="checkbox"/> 29. Ensure that food provided by the center is stored, prepared and served in a safe and sanitary manner..
Notes:		
		<input type="checkbox"/> 30. Ensure uneaten food in a child's dish is discarded and unused food is stored appropriately and discarded after 24 hours if not consumed.
		<input type="checkbox"/> 31. Serve lunch for children present from 11:00am to 1:00pm who have not eaten lunch and are at the center for at least 5 consecutive hours.
		<input type="checkbox"/> 32. Provide the following additional food(s) for breakfast, lunch/dinner and/or snack:
Notes:		
		<input type="checkbox"/> 33. Serve snack for children attending the center for at least 3 consecutive hours and for all children attending after school.
4/14/2016	8/22/2016	<input checked="" type="checkbox"/> 34. Provide nutritious food and beverages that comply with the manual/CACFP standards including a variety of fruits and vegetables and a high portion of whole grains; limit foods high in solid fats, added sugar, trans fats, and sodium. (Refer to CACFP standards at ( <a href="http://www.fus.usda.gov/cacfp/child-day-care-centers">www.fus.usda.gov/cacfp/child-day-care-centers</a> ))
4/14/2016	9/22/2016	<input checked="" type="checkbox"/> 35. Provide age-appropriate seating for children who no longer need to be held for feeding.
4/14/2016	11/14/2016	<input type="checkbox"/> 36. Ensure feeding plans for children less than 18 months old include breastfeeding arrangements/ accommodations when applicable and are maintained in writing for children less than 12 months old.
4/14/2016	11/14/2016	<input type="checkbox"/> 37. Label each child's bottle with the child's name and date.
4/14/2016	11/14/2016	<input type="checkbox"/> 38. Ensure milk, formula, and/or breast milk is not warmed in a microwave oven.
4/14/2016	9/22/2016	<input type="checkbox"/> 39. Ensure formula or breast milk that is served but not completely consumed is discarded immediately or refrigerated and consumed within 24 hours.
		<input type="checkbox"/> 40. Ensure that bottles are not propped when children are feeding.
		<input type="checkbox"/> 41. Remove bottles and cups when children have fallen asleep and when crawling or walking.
		<input type="checkbox"/> 42. Provide daily rest period for each child aged 18 months to 5 years who attends the center for 4 or more consecutive hours and as needed for each child below 18 months.

Note: If number is checked, see attachment page(s) for clarification.

		<input type="checkbox"/> 43. Provide alternative activities for children who rest for 30 minutes and do not need more rest.
12/16/2016	3/20/2017	<input checked="" type="checkbox"/> 44. Provide the following sleeping equipment and bedding: cots; 1"mats; cribs; playpens; sheets; blankets.
Notes:		
12/16/2016	1/23/2017	<input checked="" type="checkbox"/> 45. Ensure that sleeping equipment is free of pillows, soft bedding and other hazards when occupied by a sleeping child, and that bedding does not cover the child's face.
4/14/2016	11/14/2016	<input checked="" type="checkbox"/> 46. Identify and store individually each child's sleeping equipment and bedding.
		<input type="checkbox"/> 47. Provide enough light in rooms where children are napping to allow staff to see them.
4/14/2016	11/14/2016	<input checked="" type="checkbox"/> 48. Repair and/or replace sleeping equipment that is in disrepair.
		<input type="checkbox"/> 49. Ensure that mats used for rest and sleep are placed on a surface that is warm, dry and clean.
8/22/2016	11/14/2016	<input type="checkbox"/> 50. Provide cribs that meet CPSC standards and maintain documentation on file.
		<input type="checkbox"/> 51. Provide infants/toddlers with opportunities to leave their sleeping equipment to crawl, walk and play.
		<input type="checkbox"/> 52. Ensure children 12 months and younger are initially placed in a face-up sleeping position unless indicated in writing by child's health care provider.

**Illnesses & Accidents**

		<input type="checkbox"/> 53. Designate an area where sick children can be separated from well children and provide rest equipment.
		<input type="checkbox"/> 54. Maintain illness log including: child's name; date; symptoms of illness observed; center's actions, and date child returned to the center.
4/14/2016	11/14/2016	<input type="checkbox"/> 55. Notify parents immediately of: head/facial injury; bite that breaks the skin; fall from a height; injury requiring professional medical attention. Report other injuries by end of the day.
8/22/2016	8/22/2016	<input checked="" type="checkbox"/> 56. Maintain an accident log that includes: name of child; date; time; location; description of accident/ injury; witnesses; type of first aid used; treatment/consultation by doctor; time of notification to parent.

**Administration & Parent Involvement**

		<input type="checkbox"/> 57. Provide the center's telephone number in writing or by e-mail to parents of all enrolled children.
		<input type="checkbox"/> 58. Develop a table of organization indicating lines of authority, responsibility and job descriptions.
4/14/2016	11/14/2016	<input type="checkbox"/> 59. Ensure that the director is scheduled to work 50 % of the center's daily operating hours.
		<input type="checkbox"/> 60. Designate someone in the center to carry out the director's responsibilities when the director is absent.
		<input type="checkbox"/> 61. Ensure that the head teacher, group teacher and program supervisor are scheduled to work at least 75 percent of the center's daily operating hours, or at least 6 hours a day, whichever is less.
		<input type="checkbox"/> 62. Ensure that the head teacher/group teacher schedule time in other classrooms.
		<input type="checkbox"/> 63. Establish and maintain a staff substitute system.
		<input type="checkbox"/> 64. Hold parent/staff conferences semi-annually and upon request.
		<input type="checkbox"/> 65. Choose 1 of the following 4 options for parent involvement, and maintain documentation at the center: governing board; advisory committee; annual meeting; annual open house.

**Program Records**

10/14/2015	5/25/2016	<input checked="" type="checkbox"/> 66. Complete and maintain at the center the staff records checklist.
Notes:		
10/14/2015	5/25/2016	<input checked="" type="checkbox"/> 67. Ensure that Child Abuse Record Information (CARI) checks are completed as required for the sponsor/sponsor representative and all regularly scheduled staff.
10/14/2015	5/25/2016	<input checked="" type="checkbox"/> 68. Ensure that Criminal History Record Information (CHRI) checks are completed as required for the sponsor/sponsor representative and all regularly scheduled staff.
		<input type="checkbox"/> 69. Provide the following records for the director, head teacher, group teacher or program supervisor: education / training experience.

Notes: Recited on pg 10 renewal CARI's.

10/22/2014	5/25/2016	<input checked="" type="checkbox"/> 70. Hire and submit the required documentation for the following: director; head teacher; group teacher; program supervisor.
Notes:		
4/14/2016		<input checked="" type="checkbox"/> 71. Provide and document the orientation training provided within two weeks of hire to all staff members in: center operations; policies and procedures; supervision; tracking; group size limits; primary caregiver responsibilities; release policy; discipline policy; health practices; evacuating the center; using fire alarms; recognizing and reporting child abuse/neglect.

Notes:

4/14/2016		<input type="checkbox"/> 72. Maintain record of annual staff training on use of fire alarms and emergency evacuation procedures including evacuation and lock down.
4/14/2016	2/27/2017	<input type="checkbox"/> 73. Ensure new directors complete staff development in Understanding Licensing Regulations within 90 days of hire.
4/14/2016	3/20/2017	<input checked="" type="checkbox"/> 74. Ensure that all full-time staff complete 10 hours annual training with 2 hours in each of the following core areas: child growth and development; positive guidance and discipline; health and safety.

Note: If number is checked, see attachment page(s) for clarification.

4/14/2016		<input type="checkbox"/> 75. Ensure that the director, head teacher, group teacher and program supervisor complete 20 hours of annual training in 1 or more of the following: professional development approved by Professional Impact New Jersey or the National Child Care Association, or equivalent staff development in three or more of nine specific management areas including physical activity, special needs programming, & ADA guidelines.
		<input type="checkbox"/> 76. Maintain record of date, time, observation and purpose of consulting head teacher's 2 monthly on-site visits.
		<input type="checkbox"/> 77. Ensure that 2 staff members who have current certified basic knowledge of first aid principles and CPR are at the center at all times when enrolled children are present.
		<input type="checkbox"/> 78. Complete and maintain at the center daily time sheets for staff and children with arrival and departure times.
		<input type="checkbox"/> 79. Maintain a written outline of daily activities.
4/14/2016	2/27/2017	<input type="checkbox"/> 80. Complete and maintain at the center the children's records checklist.

## Notes:

		<input type="checkbox"/> 81. Review, at least annually, a list from the Consumer Product Safety Commission (CPSC) regarding unsafe products and provide staff and parents with CPSC website <a href="http://www.cpsc.gov/Recalls">www.cpsc.gov/Recalls</a>
4/14/2016	3/20/2017	<input type="checkbox"/> 82. Ensure that the Universal Health Record is updated annually and received upon admission to the center unless records are coming from another state or country, where a 30 day grace period is permitted.
		<input type="checkbox"/> 83. Ensure staff designated to administer medication are trained and that at least two staff are trained if using blood glucose monitors, nebulizers and/or epi-pens.
12/16/2016	3/20/2017	<input checked="" type="checkbox"/> 84. Maintain medication records that include the following: child's name and parental authorization; name of the medication; illness being treated; dosage, frequency and other instructions; time and by whom the medication was administered; any adverse effects.
		<input type="checkbox"/> 85. Maintain documentation for pets at the center, including applicable vaccinations and parent notification.
4/14/2016	8/22/2016	<input type="checkbox"/> 86. Maintain at the center and distribute to parents a written policy on communicable disease management.
4/14/2016	11/14/2016	<input type="checkbox"/> 87. Maintain on file and follow the written policy on the release of children.
4/14/2016	8/22/2016	<input type="checkbox"/> 88. Develop an expulsion policy which includes: circumstances; methods to notify parents; sufficient time limits; reasons for immediate expulsion; parental receipt of the policy.
		<input type="checkbox"/> 89. Obtain from parents and maintain at the center: blanket permission slips for walks; individual permission slips for field trips, including information on type of vehicle used and designated drivers.
		<input type="checkbox"/> 90. Maintain at the center documentation of a current comprehensive general liability insurance policy.

**Sanitation & Diapering**

4/14/2016	8/22/2016	<input checked="" type="checkbox"/> 91. Wash and disinfect: toilet training chairs and potty seats after each use; diapering surfaces after each use; toys mouthed by infants and toddlers after each use; mats after each use unless stored separately; sleeping equipment weekly; sheets and blankets weekly; tables before each meal.
4/14/2016	8/22/2016	<input type="checkbox"/> 92. Use a commercial disinfectant or a staff-made solution of 1 tablespoon bleach per quart of water.
11/29/2016	1/23/2017	<input checked="" type="checkbox"/> 93. Ensure that children wash their hands with soap and running water: before intake of food; after using the toilet; after having a diaper change; and as needed.
11/29/2016	3/20/2017	<input checked="" type="checkbox"/> 94. Ensure that staff wash their hands with soap and running water: before preparing or serving food; after assisting a child in toileting; after changing diapers; after contact with body fluids or secretions; and as needed.
		<input type="checkbox"/> 95. Provide disposable rubber gloves for contact with blood or vomit.
		<input type="checkbox"/> 96. Change each child's diaper when wet or soiled.
		<input type="checkbox"/> 97. Provide a diapering area within 15 feet of a sink not used for food preparation.
		<input type="checkbox"/> 98. Ensure that diapering does not take place in an area or on a surface used for food preparation.
		<input type="checkbox"/> 99. Maintain diapering surfaces as follows: flat; smooth; clean; dry; non-absorbent; in good repair.
		<input type="checkbox"/> 100. Place soiled disposable diapers in a closed container with a leakproof lining.

**Bathroom & Kitchen Facilities**

4/14/2016	5/5/2016	<input checked="" type="checkbox"/> 101. Ensure all toxic substances and medications are inaccessible to children.
Notes:		
		<input type="checkbox"/> 102. Ensure that children cannot lock themselves in bathrooms.
8/22/2016	11/14/2016	<input checked="" type="checkbox"/> 103. Provide bathroom supplies as follows: soap; toilet paper; individual/disposable towels; platforms.
4/14/2016	5/25/2016	<input checked="" type="checkbox"/> 104. Securely fasten the bathroom equipment.
11/29/2016		<input checked="" type="checkbox"/> 105. Sand and paint rusted bathroom stall dividers.
		<input type="checkbox"/> 106. Ensure toileting privacy: for children (SA); when staff/adult uses the same toilet facility as children.
		<input type="checkbox"/> 107. Designate and visibly identify the staff/adult toilet facility.
		<input type="checkbox"/> 108. Provide 1 toilet facility and sink: on each floor used by children (EC); within 1 floor for children.(SA)
		<input type="checkbox"/> 109. Ensure hot tap water does not exceed 110 degrees Fahrenheit (EC) or 120 degrees Fahrenheit. (SA)
4/14/2016	5/5/2016	<input checked="" type="checkbox"/> 110. Maintain in sanitary and operable condition: toilets; sinks; other plumbing fixtures.
4/14/2016	5/5/2016	<input checked="" type="checkbox"/> 111. Provide a barrier to the kitchen area to prevent accidental access by children.
		<input type="checkbox"/> 112. Keep microwave/toaster ovens: out of children's reach; secured; not used when children in area.
		<input type="checkbox"/> 113. Provide a working refrigerator, or access to a refrigerator, for perishable foods or medication.
		<input type="checkbox"/> 114. Ensure that food waste receptacles are lined and maintained in a sanitary condition.

**Health & Fire Safety**

		<input type="checkbox"/> 115. Provide and make accessible to staff; a fully standard first aid kit; an American Red Cross First Aid Manual or its equivalent.
		<input type="checkbox"/> 116. Post a sign in a prominent location to prohibit smoking when the center is operating.
		<input type="checkbox"/> 117. Take necessary action to free the center of infestation by rodents and insects, provide documentation.
		<input type="checkbox"/> 118. Obtain and maintain on file a current health certificate.
		<input type="checkbox"/> 119. Obtain and maintain on file a current fire certificate.
		<input type="checkbox"/> 120. Maintain on file the life/hazard use registration certificate applicable to licensed capacity/ages served.
4/14/2016	8/22/2016	<input type="checkbox"/> 121. Conduct and document monthly fire drills during each session provided at the center and evacuate all children within 3 minutes.
4/14/2016	4/14/2016	<input checked="" type="checkbox"/> 122. Ensure the center's fire protective systems are operative at all times.
		<input type="checkbox"/> 123. Develop and post prominently on every floor of the center an emergency plan including evacuation, disaster and lockdown procedures.
4/14/2016	8/22/2016	<input type="checkbox"/> 124. Post a diagram depicting: approved areas; evacuation routes; room identifications.
4/14/2016	8/22/2016	<input type="checkbox"/> 125. Ensure that all exits and egress areas are unobstructed, and exit doors are easily operable.

Notes:

4/14/2016	11/14/2016	<input checked="" type="checkbox"/> 126. Ensure that illuminated exit signs and emergency lighting are operable at all times.
12/16/2016	1/23/2017	<input checked="" type="checkbox"/> 127. Ensure that fire extinguishers are serviced and tagged annually, and recharged if necessary.
		<input type="checkbox"/> 128. Remove excess storage and/or combustibles from the furnace room.
		<input type="checkbox"/> 129. Remove electric space heaters, portable liquid fuel-burning or wood-burning heating appliances.
		<input type="checkbox"/> 130. Arrange cribs, playpens and cots to provide access to an unobstructed 3-foot wide aisle that exits out.
		<input type="checkbox"/> 131. Provide and maintain in good condition: handrails on all stairs with 3 or more risers; guardrails on all open sides of landing with intermediate guards spaced no more that 4 inches apart.
		<input type="checkbox"/> 132. Install window guards, with approval of the local fire official, or provide an alternative method to ensure that children cannot fall out of windows.
		<input type="checkbox"/> 133. Comply with the New Jersey Uniform Construction Code (NJUCC)/Fire Code:
		<input type="checkbox"/> 134. Submit a copy of the final Certificate of Occupancy (CO) or Certificate of Continued Occupancy (CCO) that indicates the correct use group for the children served.
		<input type="checkbox"/> 135. Submit a copy of the Certificate of Approval, as issued by the local construction official, for changes in the building subject to the NJUCC requiring the issuance of a building permit.

**Environmental Safety**

		<input type="checkbox"/> 136. Complete and submit a DCF Renewal Attestation Form with the center's previous DEP approval letter attached and any other environmental documents if applicable.
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Note: If number is checked, see attachment page(s) for clarification.



		<input type="checkbox"/> 137. Submit a No Further Action Letter (NFA) or Child Care/Educational Facility Approval Letter from the Department of Environmental Protection (DEP), or Response Action Outcome Letter (RAO) from a Licensed Site Remediation Professional (LSRP) indicating that no further action is needed for the site on which the center is located. [Note: Check the DEP website at <a href="http://www.state.nj.us/dep/dccrequest">www.state.nj.us/dep/dccrequest</a> for the most current information.]
		<input type="checkbox"/> 138. Submit a water supply certification indicating the center is serviced by a public community water system demonstrated through a copy of a current bill from that water company.
		<input type="checkbox"/> 139. Submit current documentation from the DEP, Bureau of Water System Engineering (BSDW), for centers not on a public community water system. [Note: Check the DEP, BWSE website at <a href="http://www.state.nj.us/dep/dccrequest/safedrink.html">www.state.nj.us/dep/dccrequest/safedrink.html</a> or call (609) 292-5550 for more information.]
		<input type="checkbox"/> 140. Ensure water tests are posted in each building.
		<input type="checkbox"/> 141. Submit a letter of prior uses from the municipality, county or state indicating whether the building has ever housed a use classified under the NJUCC, NJSA, 5:23, as: Group F (factory/industry); Group H (high hazard); Group S (storage); Group B (dry cleaner or nail salon); Group A (funeral home); or Group M (gas station.)
7/1/2016	2/21/2017email	<input checked="" type="checkbox"/> 142. Submit a Safe Building Interior Certification or other approval issued by the DOH for centers: a) co-located with a dry cleaner or nail salon; b) with one of the prior uses: F, H, S, B (dry cleaner, nail salon), A (funeral home) or M (gas station); c) located in a building built in 1978 or earlier; or d) located near a known hazardous area. [Note: Contact DOH prior to taking action to confirm what is needed for your center. Call DOH at (609) 826-4923 or email DOH using the link at <a href="http://www.state.nj.us/health/eoh/tsrp/iep/ccc_ieha.shtml">www.state.nj.us/health/eoh/tsrp/iep/ccc_ieha.shtml</a> ]
Notes:		
		<input type="checkbox"/> 143. Test for the presence of radon gas in every room on the lowest floor used by children in each building and post the test results in a prominent location in each building.
		<input type="checkbox"/> 144. Provide documentation that the center: completed a lead paint risk assessment; follows an approved lead paint risk assessment management plan; verified the absence of a lead hazard; notified parents of a lead hazard; completed the recommended remedial action to alleviate the lead paint hazard.
Notes:		
		<input type="checkbox"/> 145. Provide documentation that the center: follows an approved asbestos management plan; verified the absence of asbestos hazard; complies with the Asbestos Hazard Abatement subcode and DEP.
<b>Building Maintenance</b>		
4/14/2016	2/27/2017	<input checked="" type="checkbox"/> 146. Keep all surfaces clean and in good repair.
Notes:		
4/14/2016	3/20/2017	<input checked="" type="checkbox"/> 147. Replace, clean and/or secure all stained, broken and/or missing floor tiles and carpeting.
Notes:		
10/22/2014	5/5/2016	<input checked="" type="checkbox"/> 148. Replace, clean and/or secure all stained, broken and/or missing ceiling tiles.
Notes:		
		<input type="checkbox"/> 149. Eliminate moisture resulting from leaks or seepage.
		<input type="checkbox"/> 150. Maintain the building structure to prevent drafts, leaks and infestation.
		<input type="checkbox"/> 151. Provide screens on: doors and windows used for ventilation; crawl spaces; attic spaces.
		<input type="checkbox"/> 152. Provide safety glass/protective guards for windows and glass located within 36 inches above the floor.
		<input type="checkbox"/> 153. Ensure window blinds are in good repair and blind cords are inaccessible to children.
4/14/2016	11/14/2016	<input checked="" type="checkbox"/> 154. Provide protective covers for: electrical outlets; fluorescent tubes; incandescent light bulbs; fans.
		<input type="checkbox"/> 155. Provide and maintain suitable protective devices for radiators, steam and hot water pipes.
4/14/2016	11/14/2016	<input checked="" type="checkbox"/> 156. Provide/maintain mechanical ventilation: in operating condition; clean; unobstructed; replace filters.
Notes: Recited 12/16/16 see pg. 11.		
		<input type="checkbox"/> 157. Raise temperature to a minimum of 68 degrees Fahrenheit in all rooms used by children.
4/14/2016	8/22/2016	<input checked="" type="checkbox"/> 158. Increase light in specific areas:
Notes:		
		<input type="checkbox"/> 159. Provide 1 of the 4 monitoring options listed in the manual.
		<input type="checkbox"/> 160. Ensure that doors in all interior rooms designated for use by children remain unlocked.
4/14/2016	2/27/2017	<input checked="" type="checkbox"/> 161. Ensure shelving is secure and not overloaded, and appliances are secured to a stable surface.
		<input type="checkbox"/> 162. Pad lally columns in areas used by children to a height of 48 inches (EC) and 72 inches (SA).
		<input type="checkbox"/> 163. Ensure that stairways are free of tripping hazards.
		<input type="checkbox"/> 164. Provide a barrier extending at least 5 feet above floor level.

Note: If number is checked, see attachment page(s) for clarification.

9/9/2015	1/23/2017	<input checked="" type="checkbox"/> 165. Repair and/or paint surfaces in specified areas:
Notes:		
4/14/2016	9/22/2016	<input checked="" type="checkbox"/> 166. Maintain indoor/outdoor garbage receptacles as follow: covered; emptied as needed; leakproof; clean.
		<input type="checkbox"/> 167. Ensure that indoor and outdoor equipment is sturdy, safe and free of hazards.
Notes:		
<b><i>Outdoor Play Area, Equipment and Maintenance</i></b>		
		<input type="checkbox"/> 168. Provide and maintain in good condition a fence, enclosure or other barrier for the outside play area.
		<input type="checkbox"/> 169. Provide a barrier, in addition to the fence, for outdoor play areas exposed to vehicular traffic.
		<input type="checkbox"/> 170. Grade or provide drains for the outside play area.
		<input type="checkbox"/> 171. Ensure that outdoor areas and play equipment are free from stagnant water.
11/29/2016	1/23/2017	<input checked="" type="checkbox"/> 172. Provide and maintain play equipment to meet public playground design standards (ASTM F-1487) as specified by the Consumer Product Safety Commission (CPSC). (Not for profits by 10/18/14)
		<input type="checkbox"/> 173. Ensure play equipment is specifically age-appropriate for the ages served.
4/14/2016	8/15/2016	<input checked="" type="checkbox"/> 174. Repair or remove broken/rusted toys in the outdoor play area.
		<input type="checkbox"/> 175. Provide and maintain resilient surfacing (ASTM F-1292) and use zones under all play equipment that subjects children to a fall as specified by the CPSC.
		<input type="checkbox"/> 176. Ensure that any community playground equipment used by the children complies with applicable provisions of the Playground Safety Subcode.
		<input type="checkbox"/> 177. Ensure the safety of the children on route to the outdoor play area.
Notes:		
4/14/2016	5/25/2016	<input checked="" type="checkbox"/> 178. Remove debris and overgrown vegetation in the outdoor play area.
		<input type="checkbox"/> 179. Ensure that hazardous plants are not kept in the center or near outside areas used by children.
		<input type="checkbox"/> 180. Ensure that sand in the outdoor play area is asbestos-free and maintained in a sanitary manner.
		<input type="checkbox"/> 181. Ensure pesticides are not applied in or around the center during operating hours and all toys and non-permanent play equipment are removed before application.
		<input type="checkbox"/> 182. Provide 350 square feet of outdoor space for 10 children and 35 square feet for each additional child.
		<input type="checkbox"/> 183. Limit the number of children using the outdoor play area to the maximum capacity.
		<input type="checkbox"/> 184. Cease using dump and fill wading pools.
		<input type="checkbox"/> 185. Ensure swimming pools/natural bathing places used by children comply with applicable provisions of the Public Recreation Bathing Rules, as specified in NJAC 8:26, and with applicable provisions of the Building Subcode and Barrier-Free Subcode of the NJUCC, as specified in NJAC 5:23.
		<input type="checkbox"/> 186. Ensure that children using swimming pools or natural bathing facilities are supervised in accordance with applicable provisions of the N.J. Youth Camp Safety Act rules, as specified in NJAC 8:25.
		<input type="checkbox"/> 187. Provide lighting in parking areas, walkways and other exterior areas used by center occupants at night.
8/22/2016	9/22/2016	<input checked="" type="checkbox"/> 188. Take necessary action to remove outdoor hazards.
Notes:		

**ALERT:** Effective 8/6/14, stackable cribs are prohibited. For more information on crib safety and safe sleep environments for infants, refer to CPSC's crib information center at [www.cpsc.gov/info/cribs/index.html](http://www.cpsc.gov/info/cribs/index.html).

☐ See attached Transportation Inspection/Violation page.

Inspector(s) Name(s)

Sam Page & Debbie Simpson  
 Debbie Simpson 5/25/16  
 Sam Page 7/1/2016  
 Sam Page & Andrea Headley-Hall 8/15/16  
 Sam Page & Chrystal Miles 8/22/16

#### Transportation

		<input type="checkbox"/> 189. Maintain transportation records at the center: record of each child transported; copy of driver(s) license(s); name, address and vehicle assignment for additional adult(s) on vehicle(s); copy of insurance, registration, inspection and maintenance records for each vehicle; record of semi-annual emergency evacuation drills for all school bus passengers; written parental authorization.
		<input type="checkbox"/> 190. Ensure that the driver of a school bus conducts 2 emergency evacuation drills annually.
		<input type="checkbox"/> 191. Ensure that each driver of a Type I or Type II School Bus possesses a valid Commercial Driver License (CDL) in at least a Class B or Class C, with a passenger endorsement.
		<input type="checkbox"/> 192. Ensure that each driver of a Type II School Vehicle possesses a valid CDL in at least a class C, with a passenger endorsement.
		<input type="checkbox"/> 193. Ensure that each school bus or school vehicle is equipped with either "S1" or "S2" plates, as applicable, and meets all applicable provisions as specified in the Manual.
		<input type="checkbox"/> 194. Ensure that each vehicle used to transport children has a valid inspection sticker issued by the Motor Vehicle Commission (MVC).
		<input type="checkbox"/> 195. Ensure that each vehicle used to provide transportation of enrolled children to and from the center is equipped with: 3 triangular portable red reflector warning devices; a removable first-aid kit; a fully charged and securely mounted fire extinguisher; all-weather radial or snow tires as needed.
		<input type="checkbox"/> 196. Maintain the interior and exterior of each vehicle in a clean and safe condition, with clear passage to operable doors.
		<input type="checkbox"/> 197. Ensure that the number of persons transported does not exceed the manufacturer's prescribed occupancy of the school bus or school vehicle, and/or the number of operable seat belts.
		<input type="checkbox"/> 198. Ensure that all children are transported in seats that meet federal motor vehicle safety standards.
		<input type="checkbox"/> 199. Cease the transportation of children in vehicles which violate MVC and DCF regulations.

Hide Section



#	Date Cited	Date Abated	Inspection/Violation Report Attachment	
70	10/22/2014	5/25/2016	Transferred from a monitoring report dated 10/22/14: Hire and submit the required documentation for head teacher.	Delete
148	10/22/2014	5/5/2016	Transferred from a monitoring report dated 10/22/14: Repair or replace stained ceiling tiles in room 4.	Delete
165	9/9/2015	2/27/2017	Transferred from a monitoring report dated 10/22/14: Repair and repaint front wall where window is located by exit in room 1. Abated 5/5/2016 4/14/2016 paint walls as needed throughout the center.	Delete
66	10/14/2015	5/25/2016	Transferred from a monitoring report dated 10/22/14: Complete and maintain at the center the staff record's checklist.	Delete
67	10/14/2015	5/25/2016	Transferred from a monitoring report dated 10/22/14: Ensure CARI checks are complete for all staff.	Delete
68	10/14/2015	5/25/2016	Transferred from a monitoring report dated 10/22/14: Ensure CHRI checks are complete for all staff.	Delete
5	2/17/2016	5/5/2016	Maintain required staff to meet ratios: Transferred from a monitoring report dated 10/22/14: Room 4 had 21 children ages 2 1/2-3 with 2 staff present. An additional staff was needed. 3/29/2016: a. Room 1 had 13 children ages 18 months to 2 1/2 with one staff present. An additional 2 staff were required. b. Room 2 had 15 children ages 0-18 months with 2 staff present. An additional 2 staff was needed. 4/14/16: a. Room 1 had 13 children ages 18 months to 2 1/2, with 2 staff present. An additional staff was needed. b. Room 3 had 12 children ages 2 1/2-3, with 1 staff present. An additional staff was needed. c. Room 6 had 14 children ages 2 1/2-4 with 1 staff present. An additional staff was needed.	Delete
18	3/29/2016	3/20/2017	Transferred from a monitoring report dated 10/22/14: Ensure rooms for children 18 months and below have at least four areas with at least four different activities and rooms that have children over 2 1/2 have five areas with at least five different activities.	Delete
12	4/14/2016	5/25/2016	Operate within the center's room capacity wherein room 4 had 20 children in the room and the capacity is 15 children. 5/5/2016; a. Room 3 room capacity is 15 and there were 22 children present in the room and; b. room 4 capacity is 15 and there were 20 children present in the room.	Delete
34	4/14/2016	8/22/2016	Provide nutritious meals as required as the center was serving children hot dogs and rice.	Delete
35	4/14/2016	9/22/2016	Provide age-appropriate seating for children when they are eating as the center only had 1 high chair and other children were eating in their cribs.	Delete
48	4/14/2016	11/14/2016	Repair or replace the broken or ripped cots throughout the center.	Delete
91	4/14/2016	8/22/2016	Wash and disinfect the tables before each meal with the 2 step process in rooms 1 and 2 and as needed throughout the center.	Delete
101	4/14/2016	5/5/2016	Ensure the diaper creams are inaccessible to children in room 2.	Delete
104	4/14/2016	5/25/2016	Securely fasten the toilet seats in both first floor bathrooms.	Delete
104	4/14/2016	5/25/2016	Securely fasten the sink in the bathroom on the first floor.	Delete
110	4/14/2016	5/5/2016	Maintain the toilet in the first floor bathroom in operable condition.	Delete
111	4/14/2016	5/5/2016	Ensure that the children do not have access to the kitchen.	Delete
122	4/14/2016	4/14/2016	Fire panel was reading supervisory.	Delete
126	4/14/2016	11/14/2016	Ensure that the emergency lights in room 4 and in the hallway by room 4 are operable at all times.	Delete
146	4/14/2016	9/22/2016	Repair or replace the ripped hi-chair and the bouncy seats in room 2.	Delete
146	4/14/2016	11/14/2016	Repair or replace the chipped table in room 3.	Delete
147	4/14/2016	5/25/2016	Replace the missing floor tile in room 2.	Delete
147	4/14/2016	5/25/2016	Repair or replace the broken floor tile in the hallway by room 3 & 4.	Delete
147	4/14/2016	1/23/2017	Clean the rug in room 3.	Delete
154	4/14/2016	11/14/2016	Provide protective electrical outlet covers as needed throughout the center.	Delete
156	4/14/2016	11/14/2016	Repair the wall heater vents as needed throughout the center.	Delete
158	4/14/2016	8/22/2016	Provide light in room 6 bathroom.	Delete
161	4/14/2016	2/27/2017	Ensure that the televisions and shelves are secure as needed throughout the center.	Delete
165	4/14/2016	1/23/2017	Repair the baseboards as needed throughout the center.	Delete
166	4/14/2016	9/22/2016	Ensure that the garbage cans in room 3 and the kitchen have lids.	Delete
174	4/14/2016	8/15/2016	Repair or remove the broken basketball court on the playground.	Delete
178	4/14/2016	5/25/2016	Clean and remove the tree branches from the playground.	Delete

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3	5/5/2016	5/25/2016	Ensure that children are supervised by a staff member at all times; a. as a school aged child was walking in the hallway without a staff member and; b. one child in room 2 was standing on a chair for a long period of time and staff was unaware the child was on the chair and; c. One child in room 4 was standing on a table and jumping off it. Staff in the room was unaware of the child jumping off the table.	Delete
71	4/14/2016	3/20/2017	Retrain the staff on age appropriate time frames for each activity.	Delete
67	6/7/2016		Ensure that Child Abuse Record Information checks are completed for all regularly scheduled staff for renewal. 2 staff members need cleared CARI's.	Delete
142	7/1/2016	2/21/2017email	Submit a Safe Building Interior Certification due to location of building built in 1978 or earlier.	Delete
3	8/15/2016	9/22/2016	Ensure that the children are supervised by a staff member at all times wherein a 3 year old from room 3 was walking around the hallway unsupervised. 8/22/2016 a. An 8 year old was in the bathroom alone while the other children were in the hallway waiting for the staff to give the children water. b. An 6 year old was left outside after children left the playground. c. Based on complaint # 796 ensure that the children are supervised by a staff member at all times.	Delete
48	8/22/2016	11/14/2016	Repair or replace mattresses in Room 2 that are in disrepair.	Delete
56	8/22/2016	8/22/2016	Based on information a named 2 year old child sustained a mark on his arm while in care at the center and his parents were not notified as required.	Delete
71	8/22/2016	8/22/2016	Based on information retrain all the staff on the center's policies and procedures for incidents occurring at the center, including parental notification.	Delete
91	8/22/2016	11/14/2016	Wash and disinfect the toys mouthed by infants and toddlers after each use in Room 2.	Delete
103	8/22/2016	11/14/2016	Provide soap, toilet paper, and individual/disposable tissue for all the bathrooms in the center.	Delete
104	8/22/2016	11/14/2016	Securely fasten all toilet seats in bathrooms as needed throughout the center.	Delete
110	8/22/2016	11/14/2016	Repair the toilet in the second bathroom on the first floor.	Delete
146	8/22/2016	2/27/2017	Clean the kitchen on the second floor.	Delete
146	8/22/2016	11/14/2016	Ensure the center removes the urine smell from the classrooms as needed throughout the center.	Delete
147	8/22/2016	1/23/2017	Repair or replace the missing floor tile in Room 6.	Delete
165	8/22/2016	11/14/2016	Repair the wall by the door to the playground and repaint the wall as needed in Room 4.	Delete
188	8/22/2016	9/22/2016	Remove the broken picnic table from the playground.	Delete
188	8/22/2016	9/22/2016	Replace the ripped and hanging tarp from the playground fence.	Delete
4	11/29/2016	12/16/2016	Develop and implement a method to keep track of all the children wherein staff in Room 1 stated that they were caring for 13 children when 12 children were present.	Delete
5	11/29/2016	1/23/2017	Recited: Based on information maintain the required staff to ensure adequate staff/child ratios at all times as there was 1 staff present and caring for 23 children when a named child, age 3, sustained a head injury after he fell off a high chair that he stood up in. Additionally during the inspection, Room 2 had 14 children, ages 0-18 months, with 3 staff wherein an additional staff was needed. 12/16/16 a. Room 2 had 18 children, ages 0-18 months, with 4 staff wherein an additional staff was needed. b. Room 4 had 21 children, ages 2 1/2-4 with one staff while children were sleeping wherein an additional staff was needed.	Delete
14	11/29/2016	2/27/2017	Based on information ensure appropriate actions by the center management at all times, including ensuring to remedy inadequate staff/child ratios when they are brought to your attention as staff informed the sponsor/director that there were not enough staff present to meet ratios and the sponsor/director failed to provide the correct number of staff needed. Additionally the sponsor/director was aware of the understaffing prior to the incident where the named child recieved a head injury.	Delete
14	11/29/2016		Ensure that the bucket seats and the high chairs have straps and that the staff use them when they are in use.	Delete
46	11/29/2016	2/27/2017	Recited Identify each child's cot or crib as needed throughout the center.	Delete
56	11/29/2016	2/27/2017	Based on information provide OOL with a copu of the incident for the named child who was injured while the center did not have enough staff present to maintain adequate ratios.	Delete
71	11/29/2016		Retain all staff, including the sponsor/director, by an outside agency on: 1. Staff/child ratios 2. Appropriate actions by center management, including ensuring staff/child ratios are maintained at all times.	Delete
74	11/29/2016	3/20/2017	Provide outside training for staff in the infant and toddler rooms. The center was given the contact information for the First Step Program for assistance and training with the infant and toddler program at the center.	Delete
93	11/29/2016	1/23/2017	Ensure that the children wash their hands with soap and running water after having a diaper change.	Delete

#	Date Cited	Date Abated	Inspection/Violation Report Attachment	
94	11/29/2016	3/20/2017	Ensure that the staff wash their hands with soap and running water after changing a diaper.	Delete
105	11/29/2016		Sand and paint all the toilet pipe fixtures as needed throughout the center.	Delete
147	11/29/2016	1/23/2017	Replace or clean stained ceiling tiles in the kitchen.	Delete
154	11/29/2016	2/27/2017	Recited Provide protective covers for the electrical outlets as needed throughout the center.	Delete
172	11/29/2016	1/23/2017	Remove the portable slide from the playground.	Delete
10	12/16/2016	1/23/2017	Update primary caregivers list with the current children and staff.	Delete
15	12/16/2016	3/20/2017	Recited: Ensure that staff interact with the children to promote the development of language, thinking and problem-solving skills, curiosity, exploration, large and small muscles and self-esteem. A named staff was not conversing or interacting with the children.	Delete
16	12/16/2016	3/20/2017	Recited: Provide a sufficient variety of age-appropriate activities wherein the children were upset, frustrated and crying as the lunch ended and the children were not provided with transitions or activities during this time if they were finished eating.	Delete
16	12/16/2016	3/20/2017	Recited: Provide a sufficient variety of age-appropriate activities wherein the children in room 2, ages 0-18 months, spent much of their time contained in a high chair, crib, or bucket seats with no stimulation or choice of activities. The children were prohibited from moving throughout the room and their development and learning was limited.	Delete
17	12/16/2016	3/20/2017	Recited: Provide age-appropriate time frames wherein infants were placed in chairs after lunch with no activities or interactions provided. Multiple infants were sitting in chairs for over 30 minutes without activities and crying.	Delete
18	12/16/2016	3/20/2017	Provide appropriate step stools as needed throughout the center for the children to hand wash at the sinks.	Delete
21	12/16/2016	3/20/2017	Recited: Avoid inactivity for more than 30 minutes wherein children were laying on the floor, strapped in chairs and sitting at tables with no interactions or activities for over 30 minutes.	Delete
44	12/16/2016	3/20/2017	Provide sheets and blankets for children are who do not have them.	Delete
45	12/16/2016	1/23/2017	Ensure that bedding does not cover the child's face when sleeping or resting.	Delete
71	12/16/2016	3/20/2017	Recited: Retrain, by an outside agency, all staff and management in infant and toddler curriculum and development, including safe sleep practices. Provide training documentation to the OOL.	Delete
84	12/16/2016	3/20/2017	Maintain medication records for all children in care that require diaper cream or any other medication.	Delete
127	12/16/2016	1/23/2017	Ensure that the fire extinguishers are serviced and tagged annually.	Delete
147	12/16/2016	3/20/2017	Clean all floors as needed throughout the center.	Delete
147	12/16/2016	1/23/2017	Repair all broken floor tiles as needed throughout the center.	Delete
148	12/16/2016	1/23/2017	Recited: Replace or clean all stained ceiling tiles as needed throughout the center.	Delete
156	12/16/2016		Recited: Clean all mechanical ventilation in the bathrooms as needed throughout the center.	Delete
4	2/27/2017	3/20/2017	Develop and implement a method to keep track of all the children wherein staff in Room 4 stated that they were caring for 11 children when 12 children were present.	Delete
68	2/27/2017	3/20/2017	Recited Ensure that CHRI checks are cleared for 1 staff member.	Delete